

**Professional Licensing Agency**  
402 West Washington Street  
Room W072  
Indianapolis, IN 46204



**Michael R. Pence**  
*Governor of Indiana*  
**Deborah J. Frye**  
*PLA Executive Director*

### Funeral Director and Embalmer Renewal Document

You may renew online at [www.pla.in.gov](http://www.pla.in.gov) or complete and mail this document with the renewal fee of \$50.00 for **Funeral Director and Embalmer licenses** to IPLA. Make check or money order payable to 'Indiana Professional Licensing Agency'. If this document is postmarked after your license expiration date you must include a \$50 late fee. Allow at least 4 weeks for the processing of this paper document. If you are renewing to active status and answer 'Yes' to question 1, 2, or 3 below send a detailed statement regarding the response with your renewal form. If renewing to inactive status, a statement is not required.

<b>LICENSEE INFORMATION:</b> Update address, if needed, and provide a current phone number and email address			
Licensee Name	License Number	Expiration Date	Renewal Fee
Street Address:	City	State	Zip
Phone Number	Email Address		

<b>RENEWAL QUESTIONS</b>	
1. Has any professional license, certificate, registration, or permit you hold or have held been disciplined or are formal charges pending?	YES NO
2. Have you been denied a license, certificate, registration, or permit in any state?	YES NO
3. Since you last renewed, and except for minor violations of traffic laws resulting in fines and arrests or convictions that have been expunged by a court, have you been arrested, entered into a diversion agreement, been convicted of, pled guilty to, or pled nolo contendere to any offense, misdemeanor, or felony in any state?	YES NO
4. You may renew your license to Inactive status if you haven't completed your CE requirements by checking this box.	<input type="checkbox"/>

<b>ADDITIONAL INFORMATION</b>
After your license has been renewed you may print a free license card or order one from our website at <a href="http://www.in.gov/pla/license.htm">www.in.gov/pla/license.htm</a> .

<b>LICENSEE AFFIRMATION</b>	
I hereby swear or affirm under the penalties of perjury that the information provided here is true and correct to the best of my knowledge and that, if renewing active, I have completed the continuing education required by IC 25-15-6-5 and 832 IAC 4 to renew a funeral director or embalmer license in active status.	
Signature of Licensee	Date (month, day, year)

Visit [www.pla.in.gov](http://www.pla.in.gov) for additional information regarding your license.  
If you have any questions for the State Board of Funeral and Cemetery Service please email [pla12@pla.in.gov](mailto:pla12@pla.in.gov) or call 317-234-3031.

<b>FOR OFFICE USE ONLY</b>		
Renewal Fee:	Receipt No.:	Date: